

## POLICY STATEMENT

### I. SPECIFIC ROLES AND RESPONSIBILITIES

#### **A. The Bob Murphy Access Center (BMAC) is to:**

1. Evaluate and certify, based on professional documentation the existence of a disability(ies). For students with learning disabilities, that documentation must be consistent with the diagnostic procedures and standards established by the California State University.
2. Initiate contact with faculty regarding a student with a disability only when authorized by the student and if deemed professionally necessary to do so.
3. Identify and authorize reasonable program access and/or academic adjustments and accommodations for students with verified disabilities. This may entail making modifications to examinations (e.g., additional time and alternative testing methods); use of educational auxiliary aids (e.g., readers/scribes, interpreters, note takers, adapted computers, calculators and tape recorders); and/or a change in classroom space assignment.
4. Work collaboratively with faculty to ensure that the appropriate accommodation is provided. In exceptional situations, e.g., laboratory station modification, consult with faculty in establishing an accommodation plan.
5. Maintain confidential records for each student with a disability containing documentation of verif





